

BY-LAWS  
of  
Newburyport  
Commandery, No. 3  
Knights Templars



Newburyport, Mass.  
1947

NEWBURYPORT COMMANDERY

No. 3

KNIGHTS TEMPLARS

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ARTICLE 1

Of Whom the Commandery Shall Consist

Newburyport Commandery Number Three of Knights Templars and the appendant Orders, shall consist of a Commander, Generalissimo, Captain General, Senior Warden, Junior Warden, Prelate, Treasurer, Recorder, Standard Bearer, Sword Bearer, Warder, Sentinel, Guards, Musical Director, and as many Knights Templar who are in good standing in Lodge and Chapter as may from time to time be admitted.

(Const. Gr. Enc. Art. 16, Sec. 94.)

(Const. Gr. Com. Mass. and R. I. Art. 10, Sec. 1.)

ARTICLE 2

Meetings of the Commandery

Section 1. The stated conclaves of the Commandery shall be held in the Masonic Temple, Newburyport, Massachusetts, at 7:30 o'clock P.M. on the 3rd Thursday in each month. The stated conclaves in July and August may be omitted by

vote of the Commandery. Special conclaves may be called by the Commander.

(Stat. Gr. Enc. 170-171. Decision No. 12, Smith, 1916.)

(Const. Gr. Enc. Art. 16, Sec. 97.)

#### **Election and Installation of Officers**

Section 2. The officers of the Commandery shall be chosen annually at the stated conclave in June, the Commander, Generalissimo, Captain General, Senior Warden, Junior Warden, Treasurer and Recorder shall be elected by written ballot; the remaining officers shall be appointed by the Commander. Their installation shall take place at the Annual Conclave in September and they shall hold their respective offices until their successors are installed.

(Const. Gr. Com. Mass. and R. I. Art. 2, Sec. 5.)

### **ARTICLE 3**

#### **Duties of Officers**

Section 1. The Commander shall cause the By-Laws and regulations of the Commandery to be duly enforced, together with the constitutional requirements to which he is bound. He shall see that accurate records are kept and just accounts rendered; that regular returns are made to the Grand Recorder and that the annual dues are promptly paid. He shall, with his Generalissimo and Captain General attend all conclaves of the Grand Commandery and shall exercise a general supervision over the affairs of the Commandery.

(Const. Gr. Enc. Art. 16, Sec. 101-102.)

(Const. Gr. Com. Mass. and R. I. Art. 2, Sec. 5.)

Section 2. The Treasurer shall receive the revenues and pay all demands against the Commandery after the same shall have been approved by the Finance Committee or when directed to do so by vote of the Commandery. At the close of each year and previous to the annual conclave, he shall render to the Committee on Finance a statement of all moneys by him received and paid during the year and shall transfer to his successor in office all the property of the Commandery in his possession, making such transfer under the direction of, and as requested by the Finance Committee. Before entering upon the duties of his office he shall give bond to the Commandery

for the faithful performance of his duties in such sum and with such surety as the Finance Committee may direct subject to the approval of the Commander.

(See Const. Gr. Enc. XVI, Sec. 108.)

Section 3. The Recorder shall issue notices of Stated and Special Conclaves, and in the notices for Special Conclaves he shall, under the direction of the Commander, state the particular business to be transacted. He shall issue summonds when directed by the Commander or Commandery; shall keep correct minutes of all transactions of the Commandery; collect the fees from Candidates for the Orders and the dues and assessments of members and pay the same to the Treasurer as soon as practicable after receiving them; and at the annual conclave he shall render to the Commandery a full account of all moneys received by him during the year. He shall furnish also at this time a list of all members who are in arrears for dues. He shall serve the chairman of each committee with a copy of the vote by which it was appointed and if desired, he shall attend its sessions in the capacity of secretary. He shall have the custody of the seal of the Commandery and shall affix it to all papers requiring the same. He shall report on or before the tenth day of October annually to the Grand Recorder the roll of officers and members and of all Candidates for the Orders accepted or rejected, and such other matters as may conduce to the general good of the Order in such form as may be prescribed by the Grand Commandery and he shall accompany said report with the amount of dues and fees due to the Grand Commandery. He shall promptly transmit to the Grand Commander and Grand Recorder copies of all the By-Laws and Regulations adopted by the Commandery. He shall submit his books to examination whenever required to do so by the Commandery or by the Grand Commandery.

(Const. Gr. Enc. Art. XVI, Sec. 105.)

(Const. Gr. Com. Mass. and R. I. Art. II, Sec. 7.)

Section 4. The Musical Director, acting under the direction of the Commander, shall have control of the music.

Section 5. All the officers shall discharge the traditional duties of their respective offices as set forth in the rules and rituals of the Order, and



perform such other duties as may be assigned them by the Commander or the Commandery.  
(Const. Gr. Enc. Art. XVI, Sec. 103.)  
(Const. Gr. Com. Mass. and R. I. Art. II, Sec. 5.)

## ARTICLE 4

### Candidates for the Orders

Section 1. Every application for the Orders of Knighthood in this Commandery shall be made in accordance with form given in Article II, Section 9 of the Constitution of the Grand Commandery of Massachusetts and Rhode Island. It shall bear the signature of the applicant, place and date of birth, residence, place of business and occupation, together with the name of the Lodge and Chapter of which he is now a member, and the name of the Grand Jurisdiction of each, it shall further state the date when he was made a Master Mason, and a Royal Arch Mason, and the name of the Lodge and Chapter, and the name of the Grand Jurisdiction of each in which he received the respective degrees thereof; and whether he has ever made previous application for these Orders, and further that he is a firm believer in the Christian religion. Such application must have the recommendation of two members of this Commandery endorsed upon it.

(Const. Gr. Com. Art. II, Sec. 9.)

No companion who is unaffiliated in either Lodge or Chapter is eligible to receive the Orders, and no Sir Knight who is so unaffiliated can become, or remain a member of this Commandery.

(Stat. Gr. Enc. Sec. 188-A, 189.)

Every application for the Orders shall be referred to a committee of three members, who shall make diligent and thorough examination into the character and Masonic standing of the applicant and no ballot shall be taken on any such application until it has stood from one stated convocation to another and such committee has reported thereon in writing.

(Const. Gr. Enc. Art. XVI, Sec. III.)

(Stat. Gr. Enc. Sec. 132.)

Section 2. All balloting for candidates must be strictly secret, and it must be sacred; and the unanimous ballot of the members present shall be necessary for acceptance; if more than one negative appears the candidate must be declared re-

jected, but in case one negative only is thrown a second ballot and no more may be had.

(Stat. Gr. Enc. Sec. 130-131.)

No petition for the Orders from a rejected candidate can be entertained until the expiration of six months from the date of his rejection.

(Stat. Gr. Enc. Sec. 154.)

Section 3. Every application must be accompanied by the required fee of \$50.00 together with a sum equal to the current cost of a Knight Templars regalia. In addition every accepted candidate must provide himself with a Knight Templars regulation uniform coat before receiving the Order of the Temple. There shall be given to every candidate at the time of his receiving the Order of the Temple, and without extra charge, a Knight Templars regalia, which regalia shall be in the accordance with the By-Laws of this Commandery relating to costume. Every Knight receiving the Orders in this Commandery shall become a member thereof upon signing the By-Laws.

Section 4. Any Knight Templar who has not received the Orders in this Commandery, and who desires membership therein, shall present his petition in writing bearing his signature and stating the name of the Commandery in which he received the Orders, together with a demit, its equivalent, (or a certificate of good standing under seal from the Recorder of the Commandery of which he is a member, showing that his dues have been paid three months in advance, also a written application for a demit.) Such petition shall take the same course as that prescribed in the first section of this Article respecting petitions for the Orders and unanimous ballot shall be necessary for acceptance. If such candidate be accepted he shall not be allowed to complete his membership until his demit or its equivalent is received, has paid the Recorder the sum of ten dollars, and provided himself with the prescribed regalia of this Commandery.

(Stat. Gr. Enc. Sec. 190a-b.)

## ARTICLE 5

### Honorary Members

A Knight Templar who is a member of another Commandery and has rendered important

service to this Commandery may be chosen an Honorary Member. The election to honorary membership shall be by unanimous ballot after due reference to a committee of three and ballot to be had at some subsequent stated conclave.

(Stat. Gr. Enc. Sec. 179.)

## ARTICLE 6

### Life Members

Any member of this Commandery who is and shall remain in affiliation in Lodge and Chapter, and whose dues are paid in full may upon payment of a sum equal to fifteen times the annual dues at one time, be enrolled a Life Member, and thereafter be exempt from the payment of annual dues.

(Stat. Gr. Enc. Sec. 186.)

(Const. Gr. Com. Mass. and R. I. Art. II, Sec. 11 Perm. Fund 1st Reg.)

## ARTICLE 7

### Committees

Section 1. At the annual conclave there shall be elected a Committee on Finance consisting of the council, whose duty it shall be to examine and pass upon all bills against the Commandery; they shall also examine and audit the accounts of the Treasurer and Recorder, and report to the Commandery at its annual conclave upon the state of its financial affairs and at such other times as may seem advisable. Said committee shall also act as a Charity Committee, unless a special committee for such purpose shall be chosen.

## ARTICLE 8

### Permanent Fund

Section 1. The permanent fund heretofore created and maintained, shall continue to be so maintained; it shall consist of all moneys now in the care and management of the existing Board of Trustees, of all donations and bequests to the Commandery, the disposal or application of which is not otherwise indicated, and of such additions thereto as shall from time to time be made by vote of the Commandery. There shall also be applied to said fund from the fees, the following

sums; five dollars from the fee received of each successful applicant for the Orders of Knighthood, and three dollars from the fee received of each successful applicant for membership.

Section 2. Said fund shall be held in the corporate name of this Commandery, but shall be under direction and control of a Board of Trustees consisting of three members holding no other elective office in the Commandery. Each member of said Board shall hold said office for the term of three years, and at each annual conclave the term of one member thereof shall expire and the vacancy be filled. Each Trustee shall hold his said office until his successor is elected, and should a vacancy occur in said Board it shall be filled at the next stated conclave, due notice thereof being borne on the notifications. The election of members of said Board shall be by ballot.

Section 3. The Board of Trustees shall cause the fund to be invested in such manner and in such securities as their judgment shall be safest and most productive, and shall select a place of deposit for the securities and vouchers where they will be secure from fire and theft. They shall keep a full and accurate record of the investments of the fund, and at each annual conclave they shall submit to the Commandery a correct statement of the fund in detail, exhibiting its exact nature and condition.

Section 4. The income of the fund only shall be appropriated, and that for no other purpose than the relief of distressed members of this Commandery, their widows or orphans; nevertheless the amount of such income reported by said Trustees as unexpended at any annual conclave shall be added to the principal of said fund and become a part thereof unless otherwise appropriated by a vote of three-fourths of the members present at such conclave.

## ARTICLE 9

### Dues

Section 1. There shall be paid annually to the Recorder of this Commandery by each member thereof (except as provided in Articles V and VI) for the purpose of defraying the current expenses and for such other uses or purposes as the



Commandery may from time to time order, the sum of ten dollars, the same to be due, and payable on September 1st of each year. No member of this Commandery who is in arrears in the payment of dues for the term of two years shall be entitled to vote or be eligible to hold office therein.

(Stat. Gr. Enc. 173.)

Section 2. Whenever any member shall be reported to the Commandery as provided in Article III, Sec. 3, the Commandery may order notice to be served upon him of its intention to suspend or expel him from membership; such notice shall be served upon such delinquent member by giving the same to him in hand, by leaving the same at his last and usual abode, or depositing the same in the Post Office, at Newburyport, postage paid and directed to his last known place of residence at least two months prior to the date of such proposed action. At the conclave at which action upon the matter of the suspension or expulsion of a Sir Knight for the non-payment of dues or assessment is to be had, the Recorder shall report to the Commandery his action in the matter and if it shall appear that the Sir Knight is delinquent in the payment of dues or an assessment legally made, and that no sufficient excuse has been made therefor, and that proper notice of the proposed action has been given, he may be suspended by a majority vote of the members present or may be expelled by a two-thirds vote of the members present.

(Stat. Gr. Enc. 174-175.)

Section 3. Any member who has been suspended or expelled from membership as hereinbefore provided, upon the payment by him of all sums due from him to the Commandery, may be restored to membership upon his application in writing and the unanimous vote of all the members present and voting at a stated conclave.

(Stat. Gr. Enc. Sec. 255. Res. Gr. Com. P. 56.)

Section 4. The Commandery shall have full authority to remit from time to time the dues of any members whose age, infirmity, misfortune or deserts may entitle him to such remission. The dues so remitted shall be entered upon the financial records of the Commandery and charged as relief.

## ARTICLE 10

### Compensation

Section 1. The Recorder, Sentinel and Musical Director shall receive such compensation as may be voted them at the annual conclave, and which shall continue at the current rate until changed by vote of the Commandery.

## ARTICLE 11

### Costume

Section 1. The costume of the members of this Commandery shall be a black frock coat, black trousers, black shoes, buff gauntlets (white gloves may be worn at conclaves for conferring the Orders), black velvet baldric with silver trimmings and poignard; black triangular apron of velvet with silver border and trimmings; black chapeau with plume of three black feathers, rosette on the left side, and the sword and belt usually worn by the Order when on duty.

Section 2. During the conferring of the Orders it shall be the duty of every member to be clothed with the costume of the Order upon which the Commandery shall be open unless specially excused by the Commander, provided that this regulation shall not apply to members of the age of sixty years and upwards.

Section 3. No member of the Commandery shall be admitted into the ranks upon any public occasion unless his costume shall conform to that which may be the adopted uniform of the Commandery.

## ARTICLE 12

No alteration of the costume shall be made, no extra assessments laid, or vote taken for any public parade, installation or procession, except at a stated conclave with the business inserted in the notifications for said conclave.

## ARTICLE 13

Section 1. These By-Laws shall not be altered, amended or repealed unless by vote of two-thirds of the members present at the stated conclave next succeeding that which the proposition shall have been made in writing in the words of the

proposed amendment; and notice of such proposed amendment shall be printed on or enclosed with the notification of that conclave; provided that Article VIII shall not be altered, amended or repealed unless the proposition for such change be made in writing in the words thereof at a stated conclave, borne on the notifications of the two succeeding stating conclaves and then adopted by vote of four-fifths of all the members present voting in the affirmative by ballot.

#### **ARTICLE 14**

##### **Life Membership Fund**

A permanent Fund shall be established and styled "The Life Membership Fund of Newburyport Commandery No. 3, K.T." The fund shall consist of all moneys received for life membership. The principal of the life membership fund shall not be used for any purpose whatever. The income to the life membership fund may be used to pay current expenses of the Commandery when required.

#### **ARTICLE 15**

##### **Relief and Charity Fund**

Newburyport Commandery No. 3 K.T. Relief and Charity Fund shall consist of all moneys that may be donated, contributed or collected for charity, and shall be in custody of the Treasurer.

This Fund shall be expended under the direction of the Presiding Council of the Commandery for no other purpose than the relief of the distressed members of the Masonic order, their widows or orphans.

Approved,

March 14, 1946

FRANK H. WILSON,  
Grand Commander.

WILLIAM O. TUCKERMAN,  
Grand Recorder.